

SUPPORTING INFORMATION FOR AGENDA ITEMS 5 TO 7

AGENDA ITEM 5 – 2023/24 FINANCIALS

Balance Sheet:

A/c	Description	Actual
<u>Current Assets</u>		
101	Debtors	101
103	Town hall Sales ledger	2,531
105	Vat Control	18,942
111	Prepaid Shows	364
120	Bar Stock	5,554
203	Unity Bank	594,303
213	Credit/Debit Card Control	2,346
214	CCLA: Investment	710,372
215	Cambridge BS	86,682
220	Petty Cash	19
251	Lloyds Cash & Bank Assembly	171,970
253	Assembly Hall Float	1,100
Total Current Assets		1,594,282
<u>Current Liabilities</u>		
501	Creditors	34,681
502	Creditors-Assembly Hall	60
520	Salaries Control	(34,400)
560	Deposits/Receipts In Advance	385
565	Events Control Pre Pandemic	(939)
566	Events Control 2021 Onwards	7,010
Total Current Liabilities		6,798
Net Current Assets		1,587,485
Total Assets less Current Liabilities		1,587,485
<u>Represented by :-</u>		
301	Current Year Fund	466,533
310	General Fund	(173,752)
321	Earmarked Reserves	0
322	EMR - CIL - SEC106	639,637
323	EMR - Solar Monies	143,241
325	EMR - East Melksham Comm Hall	315,030
326	EMR - Unplanned Maintenance	3,795
327	EMR - Election Expenses	5,199
328	EMR - Green Spaces	1,311
329	EMR - Major Projects Reserve	100,248
334	EMR - Office Equipments	4,275
335	EMR - Street Furniture	13,837
336	EMR - Equipment Replacement	48,130
338	EMR - Shurnhoid Field	15,000
339	EMR - Splashpad KGV	5,000
Total Equity		1,587,485

Trial Balance

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
101	Debtors			64.25	
102	Debtors			28,489.05	
103	Town hall Sales ledger			2,530.95	
105	Vat Control			18,964.04	
120	Bar Stock			7,137.81	
203	Unity Bank			594,302.70	
214	CCLA: Investment			710,371.84	
215	Cambridge BS			86,682.16	
220	Petty Cash			18.94	
251	Lloyds Cash & Bank Assembly			171,970.01	
253	Assembly Hall Float			1,100.00	
310	General Fund				446,490.59
322	EMR - CIL - SEC106				639,636.64
323	EMR - Solar Monies				143,240.85
325	EMR - East Melksham Comm Hall				315,030.00
326	EMR - Unplanned Maintenance				3,795.00
327	EMR - Election Expenses				5,199.41
328	EMR - Green Spaces				1,311.38
329	EMR - Major Projects Reserve				100,247.57
334	EMR - Office Equipments				4,275.00
335	EMR - Street Furniture				13,837.00
336	EMR - Equipment Replacement				48,130.00
338	EMR -Shurnhold Field				15,000.00
339	EMR - Splashpad KGV				5,000.00
501	Creditors				34,680.83
502	Creditors-Assembly Hall				60.00
506	CREDIT CARD YEAR END			2,345.90	
510	Accruals				16,313.97
515	PAYE/NI Due				4,273.69
516	Pension Due				8,975.76
566	Events Control 2021 Onwards				7,010.47
1000	Income-Assembly Hall Lettings	501	Assembly Hall Central Costs		32,916.85
1001	Income-Assembly Hall Bar	520	Assembly Hall Bar and Catering		56,777.56
1004	Film shows	510	Assembly Hall Events		4.17
1005	Deposits	303	Events	917.25	
1016	Receipts - Mayors Reception	115	Civic and Democratic		3,853.00
1026	Income Interest	110	Corporate Costs		13,758.15
1027	Income - Amenity Services	202	Asset and Amenities		10,424.76
1034	Income Town Hall Bookings	201	Town Hall		3,184.50
1040	Income 31 Market Place	210	Corporate Properties		7,074.85
1045	Income	203	Allotments		4,775.00
1046	Income - Pavilion	204	Cafe		2,528.57

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1048	Income Art House Cafe	210	Corporate Properties		6,161.42
1050	Grants Received	220	Play Areas and Open Spaces		58,181.79
1050	Grants Received	302	Projects		69,124.44
1052	Christmas Market Stalls	302	Projects	349.57	
1089	Income-Hanging Baskets	403	Economic Dev. and Planning		1,222.00
1090	Expenses Recovered	204	Cafe		11,808.70
1172	Tickets : private events	501	Assembly Hall Central Costs		831.00
1172	Tickets : private events	510	Assembly Hall Events		335.00
1173	Live Shows - Hall Hire	510	Assembly Hall Events		14,257.46
1174	Christmas Income	302	Projects		50.00
1176	Precept Received	110	Corporate Costs		1,047,270.00
1179	Neighbourhood Plan	302	Projects		3,456.00
1180	CIL Received	901	Earmarked Reserves		640,520.12
1182	Solar money received	405	Solar Farm Projects		49,404.55
4000	Salaries ENI & Pension	101	Central Costs	452,982.01	
4000	Salaries ENI & Pension	202	Asset and Amenities	289,146.87	
4000	Salaries ENI & Pension	501	Assembly Hall Central Costs	104,408.60	
4005	Temporary Staff	101	Central Costs	15,541.21	
4016	Sundry Office Expenses	101	Central Costs	1,202.80	
4017	Bank account fees	110	Corporate Costs	5,139.61	
4021	Stationery	101	Central Costs	1,049.87	
4023	Advertising	101	Central Costs	7,890.02	
4024	Equipment/furniture	101	Central Costs	24.17	
4026	Photocopier/copying	101	Central Costs	1,141.04	
4027	Telephones and Mobiles	101	Central Costs	3,854.56	
4028	Postage	101	Central Costs	172.60	
4029	Subscriptions	101	Central Costs	2,517.17	
4030	Town Crier's expenses	115	Civic and Democratic	105.00	
4032	Market Charter Anniversary	101	Central Costs	304.00	
4034	Councillors' training	115	Civic and Democratic	960.00	
4040	Information Technology/Hardware	101	Central Costs	6,528.00	
4042	Licences/Software	101	Central Costs	20,906.58	
4043	HR consultancy	110	Corporate Costs	13,624.80	
4050	Legal and Professional Fees	110	Corporate Costs	23,356.19	
4057	Accountancy and Audit	110	Corporate Costs	3,497.35	
4058	Insurance	101	Central Costs	38,578.32	
4058	Insurance	215	Depot	330.00	
4061	Travel and Subsistence	101	Central Costs	5,240.74	
4062	Election Expenses	115	Civic and Democratic	22,489.17	
4070	Mayor's Allowance	115	Civic and Democratic	83.55	
4071	Town Floral Displays	403	Economic Dev. and Planning	6,003.83	
4074	Neighbourhood Plan	302	Projects	13,472.45	

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A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4075	Training	101	Central Costs	494.17	
4075	Training	501	Assembly Hall Central Costs	125.00	
4076	Health & Safety	110	Corporate Costs	6,240.00	
4078	Community Projects	302	Projects	6,957.08	
4080	Melksham Garden Competition	302	Projects	305.18	
4085	Civic and Ceremonial	115	Civic and Democratic	8,765.53	
4092	Park Yoga	302	Projects	1,400.00	
4100	Gas	201	Town Hall	4,511.61	
4101	Electricity	201	Town Hall	4,916.95	
4101	Electricity	205	Public Toilets - Market Place	852.48	
4101	Electricity	206	Public Toilets - Bath Road	1,421.49	
4101	Electricity	212	Round House	387.63	
4101	Electricity	215	Depot	1,431.88	
4101	Electricity	221	King George V Park/Splashpad	925.98	
4102	Non Domestic Rates	201	Town Hall	10,603.75	
4102	Non Domestic Rates	215	Depot	6,278.48	
4103	Water Rates	201	Town Hall	1,258.47	
4103	Water Rates	205	Public Toilets - Market Place	968.82	
4103	Water Rates	206	Public Toilets - Bath Road	3,368.55	
4103	Water Rates	212	Round House	213.57	
4103	Water Rates	215	Depot	324.00	
4104	Window Cleaning	201	Town Hall	1,492.00	
4106	Repairs and Maintenance	201	Town Hall	15,367.35	
4106	Repairs and Maintenance	205	Public Toilets - Market Place	1,733.58	
4106	Repairs and Maintenance	206	Public Toilets - Bath Road	8.23	
4106	Repairs and Maintenance	212	Round House	447.50	
4106	Repairs and Maintenance	213	31 Market Place	1,093.42	
4106	Repairs and Maintenance	215	Depot	1,868.98	
4106	Repairs and Maintenance	221	King George V Park/Splashpad	18,828.13	
4106	Repairs and Maintenance	501	Assembly Hall Central Costs	174.15	
4108	Service Contracts	201	Town Hall	6,217.04	
4108	Service Contracts	211	Art House Cafe	904.60	
4108	Service Contracts	221	King George V Park/Splashpad	11,724.31	
4150	Uniform/PPE	202	Asset and Amenities	250.44	
4151	Tools and Equipment	202	Asset and Amenities	1,959.58	
4153	Vehicle Running Costs	202	Asset and Amenities	5,663.62	
4156	Vehicle Leasing	202	Asset and Amenities	6,331.26	
4157	Grasscutting and Ground Maint	220	Play Areas and Open Spaces	39,104.17	
4158	Replacement Play Equipment	220	Play Areas and Open Spaces	74,431.00	
4160	Leasing	215	Depot	12,349.91	
4163	Repairs and Maintenance	202	Asset and Amenities	2,155.07	
4163	Repairs and Maintenance	501	Assembly Hall Central Costs	175.00	

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A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4165	Maintenance play areas	202	Asset and Amenities	633.96	
4165	Maintenance play areas	220	Play Areas and Open Spaces	835.28	
4167	Street Furniture and Signage	202	Asset and Amenities	4,688.64	
4168	Bus Shelters Cleaning	202	Asset and Amenities	836.00	
4175	WiFi	211	Art House Cafe	476.44	
4179	Tree Planting and Ecology	220	Play Areas and Open Spaces	660.00	
4180	Cleaning	205	Public Toilets - Market Place	7,112.41	
4180	Cleaning	206	Public Toilets - Bath Road	7,870.03	
4184	Fire security: Unit	215	Depot	96.00	
4186	Defibrillators	202	Asset and Amenities	1,100.00	
4199	Chemicals	221	King George V Park/Splashpad	453.30	
4200	Water Rates	203	Allotments	1,560.34	
4250	WiFi - Pavilion	204	Cafe	888.51	
4252	Electricity	204	Cafe	19,804.70	
4254	Water	204	Cafe	1,859.57	
4255	Fire Safety Checks	204	Cafe	859.00	
4256	Maintenance	204	Cafe	2,039.82	
4301	Grants	151	Grants	18,538.77	
4303	Grant-4Youth	151	Grants	10,000.00	
4304	Christmas Lights	302	Projects	17,882.08	
4308	CCTV	403	Economic Dev. and Planning	31,745.33	
4309	Newsletter	403	Economic Dev. and Planning	9,790.40	
4310	Grant Food and River Festival	151	Grants	5,000.00	
4311	Remembrance Day	115	Civic and Democratic	1,664.72	
4313	Holiday Activities	302	Projects	1,030.00	
4313	Holiday Activities	303	Events	4,963.75	
4317	Grant Carnival	151	Grants	2,500.00	
4322	Age UK Project Worker	151	Grants	12,000.00	
4324	The Friends of Canberra Park	151	Grants	7,988.00	
4329	VE Day Celebration	302	Projects	933.15	
4330	Grant TIC	151	Grants	4,000.00	
4332	Wiltshire Town Programme Exp	302	Projects	12,007.50	
4354	Parking Scheme	403	Economic Dev. and Planning	1,114.75	
4900	Uniforms	501	Assembly Hall Central Costs	944.55	
4903	Bar Stock Purchases	520	Assembly Hall Bar and Catering	21,289.19	
4905	Cleaning Materials	501	Assembly Hall Central Costs	3,001.67	
4907	Stationery/Printing/Postage	501	Assembly Hall Central Costs	113.26	
4909	Licences	501	Assembly Hall Central Costs	5,399.74	
4911	Electricity	501	Assembly Hall Central Costs	13,926.83	
4912	Gas	501	Assembly Hall Central Costs	161.41	
4913	Water	221	King George V Park/Splashpad	9,132.15	
4913	Water	501	Assembly Hall Central Costs	2,461.45	

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4914	Rates	501	Assembly Hall Central Costs	8,607.75	
4915	Equipment	501	Assembly Hall Central Costs	4,126.29	
4916	Maintenance-Equipment	501	Assembly Hall Central Costs	1,809.95	
4917	Service Contracts	501	Assembly Hall Central Costs	7,284.00	
4918	Maintenance	501	Assembly Hall Central Costs	3,224.27	
4919	Films: expenses and contract	510	Assembly Hall Events	1.99	
4922	Publicity & Marketing	101	Central Costs	1,547.50	
4922	Publicity & Marketing	501	Assembly Hall Central Costs	7,190.00	
4927	Stocktaking	501	Assembly Hall Central Costs	520.00	
4954	PA and Lighting Costs	510	Assembly Hall Events	5,964.70	
4958	Event Security	501	Assembly Hall Central Costs	608.00	
4958	Event Security	510	Assembly Hall Events	1,307.33	
4960	Live entertainment:	510	Assembly Hall Events	3,077.73	
5000	Transfer to EM Reserves			90,000.00	
5001	Transfer from EM Reserves				112,303.77
6000	Transfers from EMR	101	Central Costs		2,400.00
6000	Transfers from EMR	151	Grants		7,988.00
6000	Transfers from EMR	403	Economic Dev. and Planning		31,262.00
6000	Transfers from EMR	901	Earmarked Reserves		28,032.32
6001	Transfers to EMR	405	Solar Farm Projects	49,404.55	
6001	Transfers to EMR	901	Earmarked Reserves	640,520.12	
9202	Unplanned Maintenance	901	Earmarked Reserves	16,612.43	
9244	Major Projects Reserve	901	Earmarked Reserves	4,088.89	
9245	Solar Money	901	Earmarked Reserves	255.00	
9248	CIL	901	Earmarked Reserves	7,076.00	
Trial Balance Totals :				4,032,414.14	4,032,414.14
Difference				0.00	

Budget

Melksham Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)
Note: Adopted Budget - Full Council - 2025/2026 - 6 January 2025

		Budget 2023/2024		Budget 2024/2025						Budget 2025/2026		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
101	Central Costs											
4000	Salaries ENI & Pension	300,500	237,047	0	0	225,000	0	225,000	435,270	384,500	0	0
4005	Temporary Staff	0	135	0	0	0	0	0	15,541	3,000	0	0
4016	Sundry Office Expenses	0	888	0	0	0	0	0	1,203	1,200	0	0
4021	Stationery	500	1,125	0	0	1,000	0	1,000	1,050	1,000	0	0
4023	Advertising	500	-38	0	0	3,000	0	3,000	7,026	3,000	0	0
4024	Equipment/furniture	1,000	665	0	0	1,000	0	1,000	24	500	0	0
4026	Photocopier/copying	750	1,472	0	0	1,000	0	1,000	1,082	1,100	0	0
4027	Telephones and Mobiles	3,000	2,408	0	0	2,500	0	2,500	3,855	3,600	0	0
4028	Postage	500	344	0	0	500	0	500	173	600	0	0
4029	Subscriptions	3,500	2,474	0	0	3,000	0	3,000	2,517	3,200	0	0
4032	Market Charter Anniversary	0	0	0	0	0	0	0	304	0	0	0
4040	Information Technology/Hardware	20,000	339	0	0	5,000	0	5,000	6,528	5,000	0	0
4042	Licences/Software	7,000	20,391	0	0	6,000	0	6,000	20,694	24,000	0	0
4050	Legal and Professional Fees	0	3,295	0	0	0	0	0	0	0	0	0
4058	Insurance	38,000	36,631	0	0	38,000	0	38,000	38,578	39,000	0	0
4061	Travel and Subsistence	500	949	0	0	300	0	300	5,241	3,000	0	0
4075	Training	6,000	3,561	0	0	2,500	0	2,500	494	3,000	0	0
4810	Miscellaneous Adjustments	0	-17,029	0	0	0	0	0	0	0	0	0
4922	Publicity & Marketing	0	0	0	0	0	0	0	718	0	0	0
	Overhead Expenditure	381,750	294,656	0	0	288,800	0	288,800	540,297	475,700	0	0
6000	plus Transfers from EMR	0	0	0	0	0	0	0	2,400	0	0	0
	Movement to/(from) Gen Reserve	(381,750)	(294,656)			(288,800)		(288,800)	(537,897)	(475,700)		

Melksham Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)
Note: Adopted Budget - Full Council - 2025/2026 - 6 January 2025

		Budget 2023/2024		Budget 2024/2025						Budget 2025/2026		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
110	Corporate Costs											
1026	Income Interest	400	6,357	0	0	1,000	0	1,000	13,758	25,000	0	0
1176	Precept Received	999,784	999,784	0	0	1,047,270	0	1,047,270	1,047,270	1,117,200	0	0
1195	Precept received - Topup GR	0	0	0	0	0	0	0	0	75,000	0	0
	Total Income	1,000,184	1,006,141	0	0	1,048,270	0	1,048,270	1,061,028	1,217,200	0	0
4017	Bank account fees	500	569	0	0	500	0	500	5,140	2,500	0	0
4043	HR consultancy	7,500	4,095	0	0	6,000	0	6,000	13,625	8,000	0	0
4050	Legal and Professional Fees	7,000	12,115	0	0	7,000	0	7,000	48,913	10,000	0	0
4057	Accountancy and Audit	12,000	9,858	0	0	5,000	0	5,000	3,497	4,000	0	0
4076	Health & Safety	3,500	2,691	0	0	3,500	0	3,500	6,240	3,500	0	0
	Overhead Expenditure	30,500	29,329	0	0	22,000	0	22,000	77,415	28,000	0	0
	Movement to/(from) Gen Reserve	969,684	976,812			1,026,270		1,026,270	983,613	1,189,200		
115	Civic and Democratic											
1016	Receipts - Mayors Reception	0	1,329	0	0	0	0	0	3,853	0	0	0
	Total Income	0	1,329	0	0	0	0	0	3,853	0	0	0
4030	Town Crier's expenses	300	25	0	0	300	0	300	105	300	0	0
4034	Councillors' training	1,000	0	0	0	0	0	0	960	1,500	0	0
4062	Election Expenses	2,000	0	0	0	8,000	0	8,000	22,489	20,000	0	0
4070	Mayor's Allowance	1,000	1,000	0	0	1,000	0	1,000	84	2,000	0	0
4085	Civic and Ceremonial	3,500	5,609	0	0	3,000	0	3,000	6,741	6,500	0	0
4311	Remembrance Day	1,000	1,223	0	0	1,500	0	1,500	1,665	1,500	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Adopted Budget - Full Council - 2025/2026 - 6 January 2025

		Budget 2023/2024		Budget 2024/2025						Budget 2025/2026		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Overhead Expenditure		8,800	7,857	0	0	13,800	0	13,800	32,043	31,800	0	0
Movement to/(from) Gen Reserve		(8,800)	(6,528)			(13,800)		(13,800)	(28,190)	(31,800)		
151	Grants											
4301	Grants	16,000	6,545	0	0	16,000	0	16,000	18,539	0	10,000	0
4302	Grant CAB	5,000	5,000	0	0	0	0	0	0	0	0	0
4303	Grant-4Youth	10,000	10,000	0	0	10,000	0	10,000	10,000	10,000	0	0
4305	Christmas Lights Installation	10,000	10,000	0	0	0	0	0	0	0	0	0
4306	Grant Party in the Park	3,000	0	0	0	3,000	0	3,000	0	0	0	0
4310	Grant Food and River Festival	3,000	5,000	0	0	5,000	0	5,000	5,000	5,000	0	0
4317	Grant Carnival	2,500	1,000	0	0	0	0	0	2,500	2,500	0	0
4322	Age UK Project Worker	0	0	0	0	0	0	0	12,000	11,500	0	0
4324	The Friends of Canberra Park	0	0	0	0	0	0	0	7,988	0	0	0
4330	Grant TIC	4,000	4,000	0	0	4,000	0	4,000	4,000	4,000	0	0
Overhead Expenditure		53,500	41,545	0	0	38,000	0	38,000	60,027	33,000	10,000	0
6000	plus Transfers from EMR	0	0	0	0	0	0	0	7,988	0	0	0
Movement to/(from) Gen Reserve		(53,500)	(41,545)			(38,000)		(38,000)	(52,039)	(33,000)		
201	Town Hall											
1034	Income Town Hall Bookings	2,000	2,167	0	0	2,000	0	2,000	3,087	2,000	0	0
Total Income		2,000	2,167	0	0	2,000	0	2,000	3,087	2,000	0	0
4000	Salaries ENI & Pension	0	6,382	0	0	0	0	0	0	0	0	0
4027	Telephones and Mobiles	0	168	0	0	0	0	0	0	0	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Adopted Budget - Full Council - 2025/2026 - 6 January 2025

		Budget 2023/2024		Budget 2024/2025						Budget 2025/2026		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4100	Gas	6,000	6,036	0	0	7,200	0	7,200	4,512	7,500	0	0
4101	Electricity	5,000	4,841	0	0	6,000	0	6,000	4,917	6,500	0	0
4102	Non Domestic Rates	10,000	10,604	0	0	11,000	0	11,000	10,604	11,000	0	0
4103	Water Rates	2,000	1,304	0	0	2,000	0	2,000	1,258	2,000	0	0
4104	Window Cleaning	1,600	3,088	0	0	1,800	0	1,800	972	1,500	0	0
4106	Repairs and Maintenance	6,000	3,199	0	0	6,000	0	6,000	14,199	12,000	0	0
4108	Service Contracts	10,500	9,995	0	0	8,000	0	8,000	6,217	8,500	0	0
4109	Trade Waste	1,400	0	0	0	0	0	0	0	0	0	0
4261	Building Condition Reps Works	70,000	2,880	0	0	0	0	0	0	0	0	0
Overhead Expenditure		112,500	48,497	0	0	42,000	0	42,000	42,679	49,000	0	0
Movement to/(from) Gen Reserve		(110,500)	(46,330)			(40,000)		(40,000)	(39,592)	(47,000)		
202	Asset and Amenities											
1027	Income - Amenity Services	3,000	8,427	0	0	4,500	0	4,500	10,425	6,000	0	0
Total Income		3,000	8,427	0	0	4,500	0	4,500	10,425	6,000	0	0
4000	Salaries ENI & Pension	275,000	232,386	0	0	275,000	0	275,000	276,186	232,000	0	0
4027	Telephones and Mobiles	1,500	790	0	0	1,500	0	1,500	0	0	0	0
4075	Training	0	2,438	0	0	3,000	0	3,000	0	3,000	0	0
4150	Uniform/PPE	1,000	1,223	0	0	1,000	0	1,000	250	1,000	0	0
4151	Tools and Equipment	2,000	3,289	0	0	2,000	0	2,000	1,960	2,000	0	0
4153	Vehicle Running Costs	5,000	3,502	0	0	6,000	0	6,000	5,664	6,000	0	0
4156	Vehicle Leasing	5,800	14,621	0	0	11,000	0	11,000	6,331	6,000	0	0
4163	Repairs and Maintenance	8,000	3,611	0	0	6,000	0	6,000	1,446	2,000	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4165	Maintenance play areas	0	0	0	0	0	0	0	565	0	0	0
4167	Street Furniture and Signage	7,500	5,178	0	0	6,000	0	6,000	4,689	6,000	0	0
4168	Bus Shelters Cleaning	0	249	0	0	0	0	0	644	1,500	0	0
4177	Churchyard maintenance	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
4186	Defibrillators	4,000	990	0	0	4,000	0	4,000	1,100	4,000	0	0
4196	Container storage	0	0	0	0	1,500	0	1,500	0	0	0	0
Overhead Expenditure		310,800	268,277	0	0	318,000	0	318,000	298,835	264,500	0	0
Movement to/(from) Gen Reserve		(307,800)	(259,851)			(313,500)		(313,500)	(288,410)	(258,500)		
203	Allotments											
1045	Income	5,000	5,785	0	0	7,000	0	7,000	4,775	6,000	0	0
Total Income		5,000	5,785	0	0	7,000	0	7,000	4,775	6,000	0	0
4200	Water Rates	1,200	1,723	0	0	1,800	0	1,800	1,560	1,800	0	0
4201	Maintenance	1,000	887	0	0	4,000	0	4,000	0	500	0	0
4202	Community Allotments	0	0	0	0	0	0	0	0	500	0	0
Overhead Expenditure		2,200	2,610	0	0	5,800	0	5,800	1,560	2,800	0	0
Movement to/(from) Gen Reserve		2,800	3,175			1,200		1,200	3,215	3,200		
204	Cafe											
1046	Income - Pavilion	5,000	7,669	0	0	0	0	0	2,529	3,000	0	0
1090	Expenses Recovered	0	0	0	0	17,500	0	17,500	11,809	12,000	0	0
Total Income		5,000	7,669	0	0	17,500	0	17,500	14,337	15,000	0	0

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				<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>					<u>Budget 2025/2026</u>			
				Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4050	Legal and Professional Fees	0	350	0	0	0	0	0	0	0	0	0	0	0
4250	WiFi - Pavilion	500	408	0	0	1,000	0	1,000	889	1,300	0	0	0	0
4252	Electricity	3,000	12,874	0	0	12,000	0	12,000	19,805	12,000	0	0	0	0
4254	Water	1,000	283	0	0	2,500	0	2,500	1,860	2,500	0	0	0	0
4255	Fire Safety Checks	250	355	0	0	400	0	400	859	1,000	0	0	0	0
4256	Maintenance	4,500	10,546	0	0	2,000	0	2,000	2,040	2,500	0	0	0	0
4258	Pavilion Development	0	0	0	0	0	0	0	0	0	0	0	0	0
Overhead Expenditure		9,250	24,816	0	0	17,900	0	17,900	25,452	19,300	0	0	0	0
Movement to/(from) Gen Reserve		(4,250)	(17,147)			(400)	(400)		(11,114)	(4,300)				
205	<u>Public Toilets - Market Place</u>													
1060	Contribution - MWPC	7,500	11,000	0	0	5,000	0	5,000	0	5,000	0	0	0	0
Total Income		7,500	11,000	0	0	5,000	0	5,000	0	5,000	0	0	0	0
4101	Electricity	1,800	2,236	0	0	2,200	0	2,200	852	1,500	0	0	0	0
4103	Water Rates	3,000	1,549	0	0	3,000	0	3,000	969	2,000	0	0	0	0
4106	Repairs and Maintenance	1,000	150	0	0	1,000	0	1,000	1,634	1,500	0	0	0	0
4108	Service Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0
4180	Cleaning	7,000	5,229	0	0	7,000	0	7,000	6,559	7,500	0	0	0	0
Overhead Expenditure		12,800	9,164	0	0	13,200	0	13,200	10,014	12,500	0	0	0	0
Movement to/(from) Gen Reserve		(5,300)	1,836			(8,200)	(8,200)		(10,014)	(7,500)				
206	<u>Public Toilets - Bath Road</u>													
4101	Electricity	1,400	1,323	0	0	1,700	0	1,700	1,421	1,200	0	0	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4103	Water Rates	2,000	0	0	0	2,000	0	2,000	1,531	2,000	0	0
4106	Repairs and Maintenance	1,000	396	0	0	1,000	0	1,000	8	500	0	0
4180	Cleaning	7,000	6,764	0	0	7,000	0	7,000	7,194	8,000	0	0
4185	Electricity supply: Toilets	0	122	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	11,400	8,605	0	0	11,700	0	11,700	10,154	11,700	0	0
	Movement to/(from) Gen Reserve	(11,400)	(8,605)			(11,700)		(11,700)	(10,154)	(11,700)		
210	<u>Corporate Properties</u>											
1040	Income 31 Market Place	6,900	7,467	0	0	7,000	0	7,000	7,075	7,000	0	0
1048	Income Art House Cafe	6,000	6,479	0	0	6,700	0	6,700	6,161	6,000	0	0
	Total Income	12,900	13,946	0	0	13,700	0	13,700	13,236	13,000	0	0
	Movement to/(from) Gen Reserve	12,900	13,946			13,700		13,700	13,236	13,000		
211	<u>Art House Cafe</u>											
4100	Gas	1,000	0	0	0	0	0	0	0	0	0	0
4108	Service Contracts	0	549	0	0	0	0	0	905	600	0	0
4175	WiFi	0	774	0	0	750	0	750	459	225	0	0
	Overhead Expenditure	1,000	1,323	0	0	750	0	750	1,364	825	0	0
	Movement to/(from) Gen Reserve	(1,000)	(1,323)			(750)		(750)	(1,364)	(825)		
212	<u>Round House</u>											
4101	Electricity	500	-1,181	0	0	400	0	400	388	400	0	0
4103	Water Rates	240	161	0	0	200	0	200	214	200	0	0
4106	Repairs and Maintenance	1,000	966	0	0	250	0	250	448	250	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	Overhead Expenditure	1,740	-54	0	0	850	0	850	1,049	850	0	0
	Movement to/(from) Gen Reserve	(1,740)	54			(850)		(850)	(1,049)	(850)		
213	<u>31 Market Place</u>											
4106	Repairs and Maintenance	0	875	0	0	1,000	0	1,000	1,093	30,000	0	0
4108	Service Contracts	1,000	85	0	0	1,000	0	1,000	0	0	0	0
	Overhead Expenditure	1,000	960	0	0	2,000	0	2,000	1,093	30,000	0	0
	Movement to/(from) Gen Reserve	(1,000)	(960)			(2,000)		(2,000)	(1,093)	(30,000)		
215	<u>Depot</u>											
4058	Insurance	0	396	0	0	0	0	0	330	500	0	0
4101	Electricity	2,000	2,011	0	0	1,800	0	1,800	1,432	1,800	0	0
4102	Non Domestic Rates	2,500	8,556	0	0	5,000	0	5,000	6,278	5,000	0	0
4103	Water Rates	250	230	0	0	250	0	250	324	300	0	0
4106	Repairs and Maintenance	4,000	150	0	0	2,000	0	2,000	1,869	1,000	0	0
4159	Electric - Unit	0	168	0	0	0	0	0	0	0	0	0
4160	Leasing	12,350	13,379	0	0	15,600	0	15,600	12,350	15,600	0	0
4184	Fire security: Unit	300	94	0	0	300	0	300	96	300	0	0
	Overhead Expenditure	21,400	24,984	0	0	24,950	0	24,950	22,679	24,500	0	0
	Movement to/(from) Gen Reserve	(21,400)	(24,984)			(24,950)		(24,950)	(22,679)	(24,500)		
220	<u>Play Areas and Open Spaces</u>											
1050	Grants Received	0	0	0	0	0	0	0	58,182	0	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Income		0	0	0	0	0	0	0	58,182	0	0	0
4157	Grasscutting and Ground Maint	30,000	33,179	0	0	25,000	0	25,000	37,046	32,000	0	0
4158	Replacement Play Equipment	0	800	0	0	0	0	0	74,431	0	64,000	0
4165	Maintenance play areas	5,000	8,243	0	0	10,000	0	10,000	811	10,000	0	0
4169	Maintenance of trees	2,000	1,155	0	0	4,000	0	4,000	0	2,000	0	0
4179	Tree Planting and Ecology	10,000	14,473	0	0	10,000	0	10,000	660	0	0	0
4193	Rospa checks: Play areas	1,600	1,351	0	0	1,600	0	1,600	0	1,600	0	0
Overhead Expenditure		48,600	59,200	0	0	50,600	0	50,600	112,948	45,600	64,000	0
Movement to/(from) Gen Reserve		(48,600)	(59,200)			(50,600)		(50,600)	(54,766)	(45,600)		
221 <u>King George V Park/Splashpad</u>												
4101	Electricity	5,000	1,573	0	0	7,000	0	7,000	926	5,000	0	0
4106	Repairs and Maintenance	0	1,460	0	0	1,000	0	1,000	18,828	2,000	0	0
4108	Service Contracts	5,000	5,501	0	0	5,500	0	5,500	11,495	12,000	0	0
4199	Chemicals	2,000	3,119	0	0	2,000	0	2,000	453	2,000	0	0
4313	Holiday Activities	5,000	3,152	0	0	0	0	0	0	0	0	0
4913	Water	7,000	0	0	0	10,500	0	10,500	9,132	6,000	0	0
Overhead Expenditure		24,000	14,804	0	0	26,000	0	26,000	40,835	27,000	0	0
Movement to/(from) Gen Reserve		(24,000)	(14,804)			(26,000)		(26,000)	(40,835)	(27,000)		
302 <u>Projects</u>												
1020	Miscellaneous Income	0	117	0	0	0	0	0	0	0	0	0
1050	Grants Received	0	3,060	0	0	0	0	0	69,124	0	0	0

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				Budget 2023/2024						Budget 2024/2025						Budget 2025/2026		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward						
1052	Christmas Market Stalls	0	3,921	0	0	2,000	0	2,000	-300	2,500	0	0						
1059	Sponsorship	0	0	0	0	5,000	0	5,000	0	5,000	0	0						
1174	Christmas Income	0	0	0	0	0	0	0	50	0	0	0						
1179	Neighbourhood Plan	0	5,689	0	0	0	0	0	3,456	0	0	0						
1189	Proms in Park (Vendors)	0	0	0	0	0	0	0	0	1,000	0	0						
1193	Wiltshire Town Programme Grant	0	0	0	0	0	0	0	0	50,000	0	0						
Total Income		0	12,787	0	0	7,000	0	7,000	72,331	58,500	0	0						
4073	Climate Fest	2,500	1,134	0	0	0	0	0	0	0	0	0						
4074	Neighbourhood Plan	2,000	29,151	0	0	0	0	0	13,472	2,825	0	0						
4078	Community Projects	1,000	1,452	0	0	4,000	0	4,000	6,957	2,000	0	0						
4080	Melksham Garden Competition	500	41	0	0	250	0	250	305	350	0	0						
4081	Melksham Art Project	1,000	0	0	0	0	0	0	0	0	0	0						
4092	Park Yoga	0	0	0	0	0	0	0	1,400	1,400	0	0						
4304	Christmas Lights	6,000	11,370	0	0	20,000	0	20,000	17,882	19,000	0	0						
4313	Holiday Activities	0	0	0	0	0	0	0	1,030	0	0	0						
4321	Coronation	4,500	6,857	0	0	0	0	0	0	0	0	0						
4322	Age UK Project Worker	0	11,021	0	0	0	0	0	0	0	0	0						
4329	VE Day Celebration	0	0	0	0	0	0	0	933	1,500	0	0						
4332	Wiltshire Town Programme Exp	0	0	0	0	0	0	0	12,008	50,000	0	0						
4333	Carole Round the Tree	0	0	0	0	0	0	0	0	1,000	0	0						
4334	Youth Council	0	0	0	0	0	0	0	0	1,500	0	0						
4336	Sensory Garden	0	0	0	0	0	0	0	0	0	11,000	0						
Overhead Expenditure		17,500	61,026	0	0	24,250	0	24,250	53,987	79,575	11,000	0						

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		(17,500)	(48,239)			(17,250)		(17,250)	18,343	(21,075)		
303	<u>Events</u>											
4093	Proms in Park	0	0	0	0	0	0	0	0	0	10,000	0
4313	Holiday Activities	0	0	0	0	5,000	0	5,000	4,964	0	5,000	0
4335	Town Events	0	0	0	0	0	0	0	0	0	10,000	0
4337	General Events	0	0	0	0	0	0	0	0	0	5,000	0
	Overhead Expenditure	0	0	0	0	5,000	0	5,000	4,964	0	30,000	0
	Movement to/(from) Gen Reserve	0	0			(5,000)		(5,000)	(4,964)	0		
310	<u>East Melksham Community Hall</u>											
4050	Legal and Professional Fees	0	0	0	0	2,500	0	2,500	0	0	50,000	0
	Overhead Expenditure	0	0	0	0	2,500	0	2,500	0	0	50,000	0
	Movement to/(from) Gen Reserve	0	0			(2,500)		(2,500)	0	0		
403	<u>Economic Dev. and Planning</u>											
1030	Income-Melksham Makers Market	2,000	198	0	0	0	0	0	0	0	0	0
1089	Income-Hanging Baskets	1,300	1,691	0	0	1,300	0	1,300	1,222	1,500	0	0
	Total Income	3,300	1,889	0	0	1,300	0	1,300	1,222	1,500	0	0
4071	Town Floral Displays	10,000	6,119	0	0	6,000	0	6,000	6,004	6,500	0	0
4308	CCTV	0	3,445	0	0	0	0	0	31,745	8,000	0	0
4309	Newsletter	5,000	0	0	0	2,000	0	2,000	9,790	5,000	0	0
4328	Electric/ Climate Development	1,000	0	0	0	0	0	0	0	0	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4354	Parking Scheme	500	1,516	0	0	1,000	0	1,000	1,115	1,000	0	0
4356	LHFIG	10,000	3,846	0	0	5,000	0	5,000	0	5,000	0	0
4922	Publicity & Marketing	1,500	0	0	0	0	0	0	0	0	0	0
4925	Town Development	15,000	688	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	43,000	15,613	0	0	14,000	0	14,000	48,654	25,500	0	0
	403 Net Income over Expenditure	-39,700	-13,724	0	0	-12,700	0	-12,700	-47,432	-24,000	0	0
6000	plus Transfers from EMR	0	0	0	0	0	0	0	31,262	0	0	0
	Movement to/(from) Gen Reserve	(39,700)	(13,724)			(12,700)		(12,700)	(16,170)	(24,000)		
405	Solar Farm Projects											
1182	Solar money received	40,000	48,105	0	0	40,000	0	40,000	49,405	50,000	0	0
	Total Income	40,000	48,105	0	0	40,000	0	40,000	49,405	50,000	0	0
4500	Solar Money Projects	40,000	0	0	0	40,000	0	40,000	0	50,000	0	0
	Overhead Expenditure	40,000	0	0	0	40,000	0	40,000	0	50,000	0	0
	405 Net Income over Expenditure	0	48,105	0	0	0	0	0	49,405	0	0	0
6001	less Transfers to EMR	0	0	0	0	0	0	0	49,405	0	0	0
	Movement to/(from) Gen Reserve	0	48,105			0		0	0	0		
501	Assembly Hall Central Costs											
1000	Income-Assembly Hall Lettings	50,000	26,944	0	0	30,000	0	30,000	33,029	30,000	0	0
1172	Tickets : private events	0	0	0	0	0	0	0	831	0	0	0
	Total Income	50,000	26,944	0	0	30,000	0	30,000	33,860	30,000	0	0

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		<u>Budget 2023/2024</u>		<u>Budget 2024/2025</u>					<u>Budget 2025/2026</u>			
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4903	Bar Stock Purchases	24,750	20,147	0	0	22,000	0	22,000	22,874	22,000	0	0
	Overhead Expenditure	24,750	20,822	0	0	22,000	0	22,000	22,874	22,000	0	0
	Movement to/(from) Gen Reserve	30,250	31,344			21,500		21,500	33,904	21,500		
901	<u>Earmarked Reserves</u>											
1180	CIL Received	0	1,140	0	0	0	0	0	640,520	0	0	0
	Total Income	0	1,140	0	0	0	0	0	640,520	0	0	0
9202	Unplanned Maintenance	67,109	56,702	0	0	10,000	0	10,000	16,612	10,000	0	0
9204	Town Team Project	5,000	0	0	0	0	0	0	0	0	0	0
9218	Election expenses	14,830	9,631	0	0	0	0	0	0	0	0	0
9235	Market Town Initiative	20,000	5,164	0	0	0	0	0	0	0	0	0
9241	Cil East of Melksham Comm Hall	315,030	0	0	0	0	0	0	0	0	0	0
9243	Green Spaces	10,743	9,432	0	0	0	0	0	0	0	0	0
9244	Major Projects Reserve	263,945	175,947	0	0	50,000	0	50,000	4,089	50,000	0	0
9245	Solar Money	144,038	41,959	0	0	0	0	0	255	0	0	0
9246	Precept Support Fund	45,000	0	0	0	0	0	0	0	0	0	0
9248	CIL	52,520	0	0	0	0	0	0	7,076	0	0	0
9251	Shurnhold field Reserve	15,000	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	953,215	298,833	0	0	60,000	0	60,000	28,032	60,000	0	0
	901 Net Income over Expenditure	-953,215	-297,693	0	0	-60,000	0	-60,000	612,488	-60,000	0	0
6000	plus Transfers from EMR	0	0	0	0	0	0	0	28,032	0	0	0
6001	less Transfers to EMR	0	0	0	0	0	0	0	640,520	0	0	0

Melksham Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)
Note: Adopted Budget - Full Council - 2025/2026 - 6 January 2025

<u>Budget 2023/2024</u>			<u>Budget 2024/2025</u>						<u>Budget 2025/2026</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
Movement to/(from) Gen Reserve			(953,215)	(297,693)	(60,000)		(60,000)	0	(60,000)			
902	<u>Sinking Funds</u>											
9203	Recreation Fund	2,130	0	0	0	0	0	0	0	0	0	
9228	Office Equipment	4,275	0	0	0	0	0	0	0	0	0	
9232	Street Furniture	13,837	0	0	0	0	0	0	0	0	0	
9233	Play Area Replacement Fund	21,000	0	0	0	25,000	0	25,000	0	0	0	
9234	Splashpad - KGV	0	0	0	0	5,000	0	5,000	0	5,000	0	
Overhead Expenditure			41,242	0	0	0	30,000	0	30,000	0	5,000	0
Movement to/(from) Gen Reserve			(41,242)	0	(30,000)		(30,000)	0	(5,000)			
Total Budget Income			1,186,484	1,222,880	0	0	1,240,070	0	1,240,070	2,037,635	1,468,000	0
Expenditure			2,307,247	1,390,136	0	0	1,240,070	0	1,240,070	1,593,405	1,468,000	165,000
Net Income over Expenditure			-1,120,763	-167,256	0	0	0	0	444,230	0	-165,000	0
plus Transfers from EMR			0	0	0	0	0	0	69,682	0	0	0
less Transfers to EMR			0	0	0	0	0	0	689,925	0	0	0
Movement to/(from) Gen Reserve			(1,120,763)	(167,256)	0		0	(176,013)	0			

Cash & investment reconciliation

Melksham Town Council Current Year

Bank - Cash and Investment Reconciliation as at 31 March 2025

		<u>Account Description</u>	<u>Balance</u>	
<u>Bank Statement Balances</u>				
1	31/03/2025	Unity Bank	594,302.70	
2	31/03/2025	Assembly Hall General	171,970.01	
6	31/03/2025	Lloyds Bank short term invest	0.00	
8	31/03/2025	Credit/Debit Card Control	0.00	
9	31/03/2025	Petty Cash	18.94	
10	31/03/2025	CCLA investment	710,371.84	
11	31/03/2025	Cambridge BS	86,682.16	
				1,563,345.65
<u>Other Cash & Bank Balances</u>				
		Assembly Hall Float	1,100.00	
				1,100.00
				1,564,445.65
<u>Receipts not on Bank Statement</u>				
0	31/03/2025	All Receipts Cleared	0.00	
				0.00
Closing Balance				1,564,445.65
<u>All Cash & Bank Accounts</u>				
1		Unity Bank	594,302.70	
2		Lloyds Cash & Bank Assembly	171,970.01	
3		Assembly Hall Bar A/c	0.00	
5		Lloyds Treasury Deposit Fund	0.00	
6		Lloyds Bank: Short Fixed Term	0.00	
7		Lloyds TSB Fixed term Deposit	0.00	
8		Credit/Debit Card Control	0.00	
9		Petty Cash	18.94	
10		CCLA: Investment	710,371.84	
11		Cambridge BS	86,682.16	
		Other Cash & Bank Balances	1,100.00	
		Total Cash & Bank Balances		1,564,445.65

Income & Expenditure

12/05/2025

Melksham Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Central Costs								
4000 Salaries ENI & Pension	237,047	452,962	225,000	(227,962)		(227,962)	201.3%	
4005 Temporary Staff	135	15,541	0	(15,541)		(15,541)	0.0%	
4016 Sundry Office Expenses	888	1,203	0	(1,203)		(1,203)	0.0%	
4021 Stationery	1,125	1,050	1,000	(50)		(50)	105.0%	
4023 Advertising	(38)	7,890	3,000	(4,890)	324	(5,214)	273.8%	
4024 Equipment/furniture	665	24	1,000	976		976	2.4%	
4026 Photocopier/copying	1,472	1,141	1,000	(141)	59	(200)	120.0%	
4027 Telephones and Mobiles	2,408	3,855	2,500	(1,355)		(1,355)	154.2%	
4028 Postage	344	173	500	327		327	34.5%	
4029 Subscriptions	2,474	2,517	3,000	483		483	83.9%	
4032 Market Charter Anniversary	0	304	0	(304)		(304)	0.0%	
4040 Information Technology/Hardware	339	6,528	5,000	(1,528)		(1,528)	130.6%	2,400
4042 Licences/Software	20,391	20,907	6,000	(14,907)		(14,907)	348.4%	
4050 Legal and Professional Fees	3,295	0	0	0		0	0.0%	
4058 Insurance	36,631	38,578	38,000	(578)		(578)	101.5%	
4061 Travel and Subsistence	949	5,241	300	(4,941)		(4,941)	1746.9%	
4075 Training	3,561	494	2,500	2,006	350	1,656	33.8%	
4810 Miscellaneous Adjustments	(17,029)	0	0	0		0	0.0%	
4922 Publicity & Marketing	0	1,548	0	(1,548)	246	(1,794)	0.0%	
Central Costs :- Indirect Expenditure	294,656	559,975	288,800	(271,175)	979	(272,154)	194.2%	2,400
Net Expenditure	(294,656)	(559,975)	(288,800)	271,175				
6000 plus Transfers from EMR	0	2,400	0	(2,400)				
Movement to/(from) Gen Reserve	(294,656)	(557,575)	(288,800)	268,775				
110 Corporate Costs								
1026 Income Interest	6,357	13,758	1,000	(12,758)			1375.8%	
1176 Precept Received	999,784	1,047,270	1,047,270	0			100.0%	
Corporate Costs :- Income	1,006,141	1,061,028	1,048,270	(12,758)			101.2%	0
4017 Bank account fees	569	5,140	500	(4,640)		(4,640)	1027.9%	
4043 HR consultancy	4,095	13,625	6,000	(7,625)		(7,625)	227.1%	
4050 Legal and Professional Fees	12,115	23,356	7,000	(16,356)		(16,356)	333.7%	
4057 Accountancy and Audit	9,858	3,497	5,000	1,503		1,503	69.9%	
4076 Health & Safety	2,691	6,240	3,500	(2,740)	4,640	(7,380)	310.9%	
Corporate Costs :- Indirect Expenditure	29,329	51,858	22,000	(29,858)	4,640	(34,498)	256.8%	0
Net Income over Expenditure	976,812	1,009,170	1,026,270	17,100				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
115 Civic and Democratic								
1016 Receipts - Mayors Reception	1,329	3,853	0	(3,853)			0.0%	
Civic and Democratic :- Income	1,329	3,853	0	(3,853)				0
4030 Town Crier's expenses	25	105	300	195		195	35.0%	
4034 Councillors' training	0	960	0	(960)		(960)	0.0%	
4062 Election Expenses	0	22,489	8,000	(14,489)		(14,489)	281.1%	
4070 Mayor's Allowance	1,000	84	1,000	916		916	8.4%	
4085 Civic and Ceremonial	5,609	8,766	3,000	(5,766)	352	(6,118)	303.9%	
4311 Remembrance Day	1,223	1,665	1,500	(165)		(165)	111.0%	
Civic and Democratic :- Indirect Expenditure	7,857	34,068	13,800	(20,268)	352	(20,620)	249.4%	0
Net Income over Expenditure	(6,528)	(30,215)	(13,800)	16,415				
151 Grants								
4301 Grants	6,545	18,539	16,000	(2,539)		(2,539)	115.9%	
4302 Grant CAB	5,000	0	0	0		0	0.0%	
4303 Grant-4Youth	10,000	10,000	10,000	0		0	100.0%	
4305 Christmas Lights Installation	10,000	0	0	0		0	0.0%	
4306 Grant Party in the Park	0	0	3,000	3,000		3,000	0.0%	
4310 Grant Food and River Festival	5,000	5,000	5,000	0		0	100.0%	
4317 Grant Carnival	1,000	2,500	0	(2,500)		(2,500)	0.0%	
4322 Age UK Project Worker	0	12,000	0	(12,000)		(12,000)	0.0%	
4324 The Friends of Canberra Park	0	7,988	0	(7,988)		(7,988)	0.0%	7,988
4330 Grant TIC	4,000	4,000	4,000	0		0	100.0%	
Grants :- Indirect Expenditure	41,545	60,027	38,000	(22,027)	0	(22,027)	158.0%	7,988
Net Expenditure	(41,545)	(60,027)	(38,000)	22,027				
6000 plus Transfers from EMR	0	7,988	0	(7,988)				
Movement to/(from) Gen Reserve	(41,545)	(52,039)	(38,000)	14,039				
201 Town Hall								
1034 Income Town Hall Bookings	2,167	3,185	2,000	(1,185)			159.2%	
Town Hall :- Income	2,167	3,185	2,000	(1,185)			159.2%	0
4000 Salaries ENI & Pension	6,382	0	0	0		0	0.0%	
4027 Telephones and Mobiles	168	0	0	0		0	0.0%	
4100 Gas	6,036	4,512	7,200	2,688		2,688	62.7%	
4101 Electricity	4,841	4,917	6,000	1,083		1,083	81.9%	
4102 Non Domestic Rates	10,604	10,604	11,000	396		396	96.4%	
4103 Water Rates	1,304	1,258	2,000	742		742	62.9%	

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4104 Window Cleaning	3,088	1,492	1,800	308	2,328	(2,020)	212.2%	
4106 Repairs and Maintenance	3,199	15,367	6,000	(9,367)	5,399	(14,766)	346.1%	
4108 Service Contracts	9,995	6,217	8,000	1,783	360	1,423	82.2%	
4261 Building Condition Reps Works	2,880	0	0	0		0	0.0%	
Town Hall :- Indirect Expenditure	48,497	44,367	42,000	(2,367)	8,087	(10,454)	124.9%	0
Net Income over Expenditure	(46,330)	(41,183)	(40,000)	1,183				
202 Asset and Amenities								
1027 Income - Amenity Services	8,427	10,425	4,500	(5,925)			231.7%	
Asset and Amenities :- Income	8,427	10,425	4,500	(5,925)			231.7%	0
4000 Salaries ENI & Pension	232,386	289,147	275,000	(14,147)		(14,147)	105.1%	
4027 Telephones and Mobiles	790	0	1,500	1,500		1,500	0.0%	
4075 Training	2,438	0	3,000	3,000		3,000	0.0%	
4150 Uniform/PPE	1,223	250	1,000	750		750	25.0%	
4151 Tools and Equipment	3,289	1,960	2,000	40		40	98.0%	
4153 Vehicle Running Costs	3,502	5,664	6,000	336		336	94.4%	
4156 Vehicle Leasing	14,621	6,331	11,000	4,669		4,669	57.6%	
4163 Repairs and Maintenance	3,611	2,155	6,000	3,845	50	3,795	36.7%	
4165 Maintenance play areas	0	634	0	(634)		(634)	0.0%	
4167 Street Furniture and Signage	5,178	4,689	6,000	1,311	136	1,175	80.4%	
4168 Bus Shelters Cleaning	249	836	0	(836)		(836)	0.0%	
4177 Churchyard maintenance	0	0	1,000	1,000		1,000	0.0%	
4186 Defibrillators	990	1,100	4,000	2,900		2,900	27.5%	
4196 Container storage	0	0	1,500	1,500		1,500	0.0%	
Asset and Amenities :- Indirect Expenditure	268,277	312,765	318,000	5,235	186	5,049	98.4%	0
Net Income over Expenditure	(259,851)	(302,341)	(313,500)	(11,159)				
203 Allotments								
1045 Income	5,785	4,775	7,000	2,225			68.2%	
Allotments :- Income	5,785	4,775	7,000	2,225			68.2%	0
4200 Water Rates	1,723	1,560	1,800	240		240	86.7%	
4201 Maintenance	887	0	4,000	4,000		4,000	0.0%	
Allotments :- Indirect Expenditure	2,610	1,560	5,800	4,240	0	4,240	26.9%	0
Net Income over Expenditure	3,175	3,215	1,200	(2,015)				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
204 Cafe								
1046 Income - Pavilion	7,669	2,529	0	(2,529)			0.0%	
1090 Expenses Recovered	0	11,809	17,500	5,691			67.5%	
Cafe :- Income	7,669	14,337	17,500	3,163			81.9%	0
4050 Legal and Professional Fees	350	0	0	0		0	0.0%	
4250 WiFi - Pavilion	408	889	1,000	111		111	88.9%	
4252 Electricity	12,874	19,805	12,000	(7,805)		(7,805)	165.0%	
4254 Water	283	1,860	2,500	640		640	74.4%	
4255 Fire Safety Checks	355	859	400	(459)		(459)	214.8%	
4256 Maintenance	10,546	2,040	2,000	(40)		(40)	102.0%	
4258 Pavilion Development	0	0	0	0	600	(600)	0.0%	
Cafe :- Indirect Expenditure	24,816	25,452	17,900	(7,552)	600	(8,152)	145.5%	0
Net Income over Expenditure	(17,147)	(11,114)	(400)	10,714				
205 Public Toilets - Market Place								
1060 Contribution - MWPC	11,000	0	5,000	5,000			0.0%	
Public Toilets - Market Place :- Income	11,000	0	5,000	5,000			0.0%	0
4101 Electricity	2,236	852	2,200	1,348		1,348	38.7%	
4103 Water Rates	1,549	969	3,000	2,031		2,031	32.3%	
4106 Repairs and Maintenance	150	1,734	1,000	(734)	365	(1,099)	209.9%	
4180 Cleaning	5,229	7,112	7,000	(112)		(112)	101.6%	
Public Toilets - Market Place :- Indirect Expenditure	9,164	10,667	13,200	2,533	365	2,168	83.6%	0
Net Income over Expenditure	1,836	(10,667)	(8,200)	2,467				
206 Public Toilets - Bath Road								
4101 Electricity	1,323	1,421	1,700	279		279	83.6%	
4103 Water Rates	0	3,369	2,000	(1,369)		(1,369)	168.4%	
4106 Repairs and Maintenance	396	8	1,000	992		992	0.8%	
4180 Cleaning	6,764	7,870	7,000	(870)		(870)	112.4%	
4185 Electricity supply: Toilets	122	0	0	0		0	0.0%	
Public Toilets - Bath Road :- Indirect Expenditure	8,605	12,668	11,700	(968)	0	(968)	108.3%	0
Net Expenditure	(8,605)	(12,668)	(11,700)	968				
210 Corporate Properties								
1040 Income 31 Market Place	7,467	7,075	7,000	(75)			101.1%	
1048 Income Art House Cafe	6,479	6,161	6,700	539			92.0%	
Corporate Properties :- Income	13,946	13,236	13,700	464			96.6%	0
Net Income	13,946	13,236	13,700	464				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
211 Art House Cafe								
4108 Service Contracts	549	905	0	(905)		(905)	0.0%	
4175 WIFI	774	476	750	274		274	63.5%	
Art House Cafe :- Indirect Expenditure	1,323	1,381	750	(631)	0	(631)	184.1%	0
Net Expenditure	(1,323)	(1,381)	(750)	631				
212 Round House								
4101 Electricity	(1,181)	388	400	12		12	96.9%	
4103 Water Rates	161	214	200	(14)		(14)	106.6%	
4106 Repairs and Maintenance	966	448	250	(198)		(198)	179.0%	
Round House :- Indirect Expenditure	(54)	1,049	850	(199)	0	(199)	123.4%	0
Net Expenditure	54	(1,049)	(850)	199				
213 31 Market Place								
4106 Repairs and Maintenance	875	1,093	1,000	(93)	30	(123)	112.3%	
4108 Service Contracts	85	0	1,000	1,000		1,000	0.0%	
31 Market Place :- Indirect Expenditure	960	1,093	2,000	907	30	877	56.2%	0
Net Expenditure	(960)	(1,093)	(2,000)	(907)				
215 Depot								
4058 Insurance	396	330	0	(330)		(330)	0.0%	
4101 Electricity	2,011	1,432	1,800	368		368	79.5%	
4102 Non Domestic Rates	8,556	6,278	5,000	(1,278)		(1,278)	125.6%	
4103 Water Rates	230	324	250	(74)		(74)	129.6%	
4106 Repairs and Maintenance	150	1,869	2,000	131		131	93.4%	
4159 Electric - Unit	168	0	0	0		0	0.0%	
4160 Leasing	13,379	12,350	15,600	3,250		3,250	79.2%	
4184 Fire security: Unit	94	96	300	204		204	32.0%	
Depot :- Indirect Expenditure	24,984	22,679	24,950	2,271	0	2,271	90.9%	0
Net Expenditure	(24,984)	(22,679)	(24,950)	(2,271)				
220 Play Areas and Open Spaces								
1050 Grants Received	0	58,182	0	(58,182)			0.0%	
Play Areas and Open Spaces :- Income	0	58,182	0	(58,182)				0
4157 Grasscutting and Ground Maint	33,179	39,104	25,000	(14,104)		(14,104)	156.4%	
4158 Replacement Play Equipment	800	74,431	0	(74,431)		(74,431)	0.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4165 Maintenance play areas	8,243	835	10,000	9,165	375	8,790	12.1%	
4169 Maintenance of trees	1,155	0	4,000	4,000		4,000	0.0%	
4179 Tree Planting and Ecology	14,473	660	10,000	9,340		9,340	6.6%	
4193 Rospa checks: Play areas	1,351	0	1,600	1,600		1,600	0.0%	
Play Areas and Open Spaces :- Indirect Expenditure	59,200	115,030	50,600	(64,430)	375	(64,805)	228.1%	0
Net Income over Expenditure	(59,200)	(56,849)	(50,600)	6,249				
221 King George V Park/Splashpad								
4101 Electricity	1,573	926	7,000	6,074		6,074	13.2%	
4106 Repairs and Maintenance	1,460	18,828	1,000	(17,828)	14,033	(31,861)	3286.1%	
4108 Service Contracts	5,501	11,724	5,500	(6,224)		(6,224)	213.2%	
4199 Chemicals	3,119	453	2,000	1,547		1,547	22.7%	
4313 Holiday Activities	3,152	0	0	0		0	0.0%	
4913 Water	0	9,132	10,500	1,368		1,368	87.0%	
King George V Park/Splashpad :- Indirect Expenditure	14,804	41,064	26,000	(15,064)	14,033	(29,097)	211.9%	0
Net Expenditure	(14,804)	(41,064)	(26,000)	15,064				
302 Projects								
1020 Miscellaneous Income	117	0	0	0			0.0%	
1050 Grants Received	3,060	69,124	0	(69,124)			0.0%	
1052 Christmas Market Stalls	3,921	(350)	2,000	2,350			(17.5%)	
1059 Sponsorship	0	0	5,000	5,000			0.0%	
1174 Christmas Income	0	50	0	(50)			0.0%	
1179 Neighbourhood Plan	5,689	3,456	0	(3,456)			0.0%	
Projects :- Income	12,787	72,281	7,000	(65,281)			1032.6%	0
4073 Climate Fest	1,134	0	0	0		0	0.0%	
4074 Neighbourhood Plan	29,151	13,472	0	(13,472)		(13,472)	0.0%	
4078 Community Projects	1,452	6,957	4,000	(2,957)		(2,957)	173.9%	
4080 Melksham Garden Competition	41	305	250	(55)		(55)	122.1%	
4092 Park Yoga	0	1,400	0	(1,400)		(1,400)	0.0%	
4304 Christmas Lights	11,370	17,882	20,000	2,118		2,118	89.4%	
4313 Holiday Activities	0	1,030	0	(1,030)		(1,030)	0.0%	
4321 Coronation	6,857	0	0	0		0	0.0%	
4322 Age UK Project Worker	11,021	0	0	0		0	0.0%	
4329 VE Day Celebration	0	933	0	(933)		(933)	0.0%	
4332 Wiltshire Town Programme Exp	0	12,008	0	(12,008)		(12,008)	0.0%	
Projects :- Indirect Expenditure	61,026	53,987	24,250	(29,737)	0	(29,737)	222.6%	0
Net Income over Expenditure	(48,239)	18,293	(17,250)	(35,543)				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
303 Events								
1005 Deposits	0	(917)	0	917			0.0%	
Events :- Income	0	(917)	0	917				0
4313 Holiday Activities	0	4,964	5,000	36		36	99.3%	
Events :- Indirect Expenditure	0	4,964	5,000	36	0	36	99.3%	0
Net Income over Expenditure	0	(5,881)	(5,000)	881				
310 East Melksham Community Hall								
4050 Legal and Professional Fees	0	0	2,500	2,500		2,500	0.0%	
East Melksham Community Hall :- Indirect Expenditure	0	0	2,500	2,500	0	2,500	0.0%	0
Net Expenditure	0	0	(2,500)	(2,500)				
403 Economic Dev. and Planning								
1030 Income-Melksham Makers Market	198	0	0	0			0.0%	
1089 Income-Hanging Baskets	1,691	1,222	1,300	78			94.0%	
Economic Dev. and Planning :- Income	1,889	1,222	1,300	78			94.0%	0
4071 Town Floral Displays	6,119	6,004	6,000	(4)		(4)	100.1%	
4308 CCTV	3,445	31,745	0	(31,745)		(31,745)	0.0%	31,262
4309 Newsletter	0	9,790	2,000	(7,790)		(7,790)	489.5%	
4354 Parking Scheme	1,516	1,115	1,000	(115)		(115)	111.5%	
4356 LHFIF	3,846	0	5,000	5,000		5,000	0.0%	
4925 Town Development	688	0	0	0		0	0.0%	
Economic Dev. and Planning :- Indirect Expenditure	15,613	48,654	14,000	(34,654)	0	(34,654)	347.5%	31,262
Net Income over Expenditure	(13,724)	(47,432)	(12,700)	34,732				
6000 plus Transfers from EMR	0	31,262	0	(31,262)				
Movement to/(from) Gen Reserve	(13,724)	(16,170)	(12,700)	3,470				
405 Solar Farm Projects								
1182 Solar money received	48,105	49,405	40,000	(9,405)			123.5%	49,405
Solar Farm Projects :- Income	48,105	49,405	40,000	(9,405)			123.5%	49,405
4500 Solar Money Projects	0	0	40,000	40,000		40,000	0.0%	
Solar Farm Projects :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Income over Expenditure	48,105	49,405	0	(49,405)				
6001 less Transfers to EMR	0	49,405	0	(49,405)				
Movement to/(from) Gen Reserve	48,105	0	0	0				

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>501 Assembly Hall Central Costs</u>								
1000 Income-Assembly Hall Lettings	26,944	32,917	30,000	(2,917)			109.7%	
1172 Tickets : private events	0	831	0	(831)			0.0%	
Assembly Hall Central Costs :- Income	26,944	33,748	30,000	(3,748)			112.5%	0
4000 Salaries ENI & Pension	70,530	104,409	85,000	(19,409)		(19,409)	122.6%	
4005 Temporary Staff	3,221	0	0	0		0	0.0%	
4075 Training	0	125	0	(125)	68	(193)	0.0%	
4106 Repairs and Maintenance	0	174	0	(174)		(174)	0.0%	
4163 Repairs and Maintenance	0	175	0	(175)	175	(350)	0.0%	
4261 Building Condition Reps Works	17,731	0	0	0		0	0.0%	
4900 Uniforms	0	945	1,000	55	945	(889)	188.9%	
4903 Bar Stock Purchases	0	0	0	0	2,792	(2,792)	0.0%	
4905 Cleaning Materials	2,020	3,002	2,000	(1,002)	1,168	(2,170)	208.5%	
4907 Stationery/Printing/Postage	163	113	150	37		37	75.5%	
4909 Licences	(2,990)	5,400	3,500	(1,900)	284	(2,184)	162.4%	
4911 Electricity	16,459	13,927	17,000	3,073		3,073	81.9%	
4912 Gas	208	161	100	(61)		(61)	161.4%	
4913 Water	2,922	2,461	3,000	539		539	82.0%	
4914 Rates	8,608	8,608	9,500	892		892	90.6%	
4915 Equipment	305	4,126	5,000	874	3,636	(2,762)	155.2%	
4916 Maintenance-Equipment	5,314	1,810	7,000	5,190	677	4,513	35.5%	
4917 Service Contracts	10,373	7,284	8,400	1,116		1,116	86.7%	
4918 Maintenance	5,671	3,224	13,000	9,776	3,730	6,046	53.5%	
4922 Publicity & Marketing	8,043	7,190	6,000	(1,190)	1,403	(2,593)	143.2%	
4927 Stocktaking	520	520	600	80	130	(50)	108.3%	
4954 PA and Lighting Costs	0	0	0	0	1,110	(1,110)	0.0%	
4958 Event Security	1,133	608	0	(608)	768	(1,376)	0.0%	
4960 Live entertainment:	0	0	0	0	864	(864)	0.0%	
Assembly Hall Central Costs :- Indirect Expenditure	150,229	164,262	161,250	(3,012)	17,748	(20,760)	112.9%	0
Net Income over Expenditure	(123,285)	(130,514)	(131,250)	(736)				
<u>510 Assembly Hall Events</u>								
1004 Film shows	358	4	300	296			1.4%	
1172 Tickets : private events	0	335	0	(335)			0.0%	
1173 Live Shows - Hall Hire	23,027	14,257	20,000	5,743			71.3%	
Assembly Hall Events :- Income	23,385	14,597	20,300	5,703			71.9%	0
4903 Bar Stock Purchases	0	0	0	0	318	(318)	0.0%	
4919 Films: expenses and contract	101	2	220	218		218	0.9%	
4954 PA and Lighting Costs	5,130	5,965	4,500	(1,465)	1,890	(3,355)	174.5%	

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4958 Event Security	120	1,307	0	(1,307)	144	(1,451)	0.0%	
4960 Live entertainment:	1,689	3,078	0	(3,078)	500	(3,578)	0.0%	
Assembly Hall Events :- Indirect Expenditure	7,040	10,352	4,720	(5,632)	2,851	(8,483)	279.7%	0
Net Income over Expenditure	16,345	4,245	15,580	11,335				
520 Assembly Hall Bar and Catering								
1001 Income-Assembly Hall Bar	52,166	56,778	43,500	(13,278)			130.5%	
Assembly Hall Bar and Catering :- Income	52,166	56,778	43,500	(13,278)			130.5%	0
4901 Catering Stock Purchases	676	0	0	0		0	0.0%	
4903 Bar Stock Purchases	20,147	21,289	22,000	711	7,504	(6,793)	130.9%	
Assembly Hall Bar and Catering :- Indirect Expenditure	20,822	21,289	22,000	711	7,504	(6,793)	130.9%	0
Net Income over Expenditure	31,344	35,488	21,500	(13,988)				
901 Earmarked Reserves								
1180 CIL Received	1,140	640,520	0	(640,520)			0.0%	640,520
Earmarked Reserves :- Income	1,140	640,520	0	(640,520)				640,520
9202 Unplanned Maintenance	56,702	16,612	10,000	(6,612)		(6,612)	166.1%	16,612
9218 Election expenses	9,631	0	0	0		0	0.0%	
9235 Market Town Initiative	5,164	0	0	0		0	0.0%	
9243 Green Spaces	9,432	0	0	0		0	0.0%	
9244 Major Projects Reserve	175,947	4,089	50,000	45,911		45,911	8.2%	750
9245 Solar Money	41,959	255	0	(255)		(255)	0.0%	255
9248 CIL	0	7,076	0	(7,076)		(7,076)	0.0%	7,076
9249 Jubilee Celebrations	0	0	0	0		0	0.0%	3,339
Earmarked Reserves :- Indirect Expenditure	298,833	28,032	60,000	31,968	0	31,968	46.7%	28,032
Net Income over Expenditure	(297,693)	612,488	(60,000)	(672,488)				
6000 plus Transfers from EMR	0	28,032	0	(28,032)				
6001 less Transfers to EMR	0	640,520	0	(640,520)				
Movement to/(from) Gen Reserve	(297,693)	0	(60,000)	(60,000)				
902 Sinking Funds								
9233 Play Area Replacement Fund	0	0	25,000	25,000		25,000	0.0%	
9234 Splashpad - KGV	0	0	5,000	5,000		5,000	0.0%	
Sinking Funds :- Indirect Expenditure	0	0	30,000	30,000	0	30,000	0.0%	0
Net Expenditure	0	0	(30,000)	(30,000)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,222,880	2,036,653	1,240,070	(796,583)			164.2%	
Expenditure	1,390,136	1,627,245	1,240,070	(387,175)	57,751	(444,926)	135.9%	
Net Income over Expenditure	<u>(167,256)</u>	<u>409,408</u>	<u>0</u>	<u>(409,408)</u>				
plus Transfers from EMR	0	69,682	0	(69,682)				
less Transfers to EMR	0	689,925	0	(689,925)				
Movement to/(from) Gen Reserve	<u>(167,256)</u>	<u>(210,834)</u>	<u>0</u>	<u>210,834</u>				

Reserves Reconciliation

Melksham Town Council Current Year

Supporting Reserves Reconciliation for ANNUAL RETURN 31 March 2025

Explains the difference between boxes 7 & 8 on the Annual Return

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	1,143,254.86	1,552,677.43
101	Debtors	0.00	101.25
102	Debtors	7,271.46	28,489.05
103	Town hall Sales ledger	0.00	2,530.95
105	Vat Control	32,900.68	18,941.54
110	Prepayments	16,666.67	0.00
120	Bar Stock	5,788.50	7,137.81
506	CREDIT CARD YEAR END	0.00	2,345.90
	Less Total Debtors	62,627.31	59,546.50
501	Creditors	96,050.75	34,680.83
502	Creditors-Assembly Hall	60.00	60.00
510	Accruals	0.00	16,313.97
515	PAYE/NI Due	0.00	4,273.69
516	Pension Due	0.00	8,975.76
520	Salaries Control	18,239.29	0.00
560	Deposits/Receipts In Advance	385.24	0.00
566	Events Control 2021 Onwards	6,594.24	7,010.47
	Plus Total Creditors	121,329.52	71,314.72
	Equals Total Cash and Bank Accounts	1,201,957.07	1,564,445.65
203	Unity Bank	86,773.89	594,302.70
211	Lloyds Bank: Short Fixed Term	51,956.69	0.00
213	Credit/Debit Card Control	101.80	0.00
214	CCLA: Investment	123.20	710,371.84
215	Cambridge BS	86,682.16	86,682.16
220	Petty Cash	275.72	18.94
251	Lloyds Cash & Bank Assembly	974,943.61	171,970.01
253	Assembly Hall Float	1,100.00	1,100.00
	Total Cash and Bank Accounts	1,201,957.07	1,564,445.65

Ear-marked reserves

12/05/2025

Melksham Town Council Current Year

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 Earmarked Reserves	0.39	-0.39	0.00
322 EMR - CIL - SEC106	53,659.90	585,976.74	639,636.64
323 EMR - Solar Monies	102,079.30	41,161.55	143,240.85
325 EMR - East Melksham Comm Hall	315,030.00		315,030.00
326 EMR - Unplanned Maintenance	10,407.43	-6,612.43	3,795.00
327 EMR - Election Expenses	5,199.41		5,199.41
328 EMR - Green Spaces	1,311.38		1,311.38
329 EMR - Major Projects Reserve	87,998.46	12,249.11	100,247.57
330 EMR - Precept Contribution	45,000.00	-45,000.00	0.00
331 EMR - Town Team Project	5,000.00	-5,000.00	0.00
332 EMR - Market Town Initiative	14,836.00	-14,836.00	0.00
333 EMR - Recreation Fund	2,130.00	-2,130.00	0.00
334 EMR - Office Equipments	4,275.00		4,275.00
335 EMR - Street Furniture	13,837.00		13,837.00
336 EMR - Equipment Replacement	21,000.00	27,130.00	48,130.00
338 EMR - Shurnhold Field	15,000.00		15,000.00
339 EMR - Splashpad KGV	0.00	5,000.00	5,000.00
	696,764.27	597,938.58	1,294,702.85

AGENDA ITEM 6 – AGAR SECTION 1

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Melksham Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		Yes	No*	Yes means that this authority:
	Yes	No*			
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓				prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓				made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓				has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓				during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓				considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓				arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓				responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓				disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A		has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
				✓	

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

AGENDA ITEM 6 – AGAR SECTION 2

Section 2 – Accounting Statements 2024/25 for

EN Melksham Town Council ry

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	1,310,511	1,143,255	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	999,784	1,047,270	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	223,096	989,398	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	546,345	846,537	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	843,791	780,709	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	1,143,255	1,552,677	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	1,201,957	1,564,446	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	6,202,477	6,247,469	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)				The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

AGENDA ITEM 7 – INTERNAL AUDIT REPORT

The 2023/24 internal audit was carried out on 2nd May. The auditor requires further information before the final report can be sent. As this is now the only Council meeting before the external audit deadline I ask Council to approve receiving the report via email. As there will be recommendations in the report, I propose to present the report to the following Finance Committee meeting with comment and an update.

If this is not acceptable to Council then I ask that an Extraordinary meeting is arranged to receive the report as Council need to approve it before the end of June for the external audit.

Locum RFO